**Guidelines for Theatre Proposals**

**Hidden Door is looking for new writing and innovative stage-based and non-stage-based productions for its Theatre Programme in 2018.**

**Hidden Door 2018 will take place from 25 May – 3 June 2018, at a location in Edinburgh yet to be confirmed.**

**Deadline for Theatre Proposals is Friday 10th November 2017, 11:59pm**

**Eligibility**

* Open to theatre practitioners at any stage of their career. We welcome work from a wide range of people from students to more established practitioners.
* Open to practitioners/companies living anywhere in the UK.
* We welcome proposals for stage-based work, site-specific, or site-adaptable work, perambulatory and experimental formats.
* We are looking for innovative proposals; projects which innovate or develop the practice of the company or individuals, and/or are innovative interpretive productions, or demonstrate an innovative approach.
* We welcome using Hidden Door as part of the process to develop new writing and new productions, with scratch performances, and works in progress.
* We favour proposals for runs of shows over several days over one-off performances.

**How to Apply**

* To apply, download and complete the application form below and email to HD2018theatre@gmail.com
* There is no charge to enter a proposal to Hidden Door
* Include links to relevant video clips in the form, plus a selection of up to 5 images and other supporting material if required as attachments to the email.
* Ensure all attached file names contain your name
* Please ensure video links are as relevant to the work you are performing at Hidden Door as possible and it would be helpful if you could indicate a short section you wish us to view. The selection panel are unable to watch clips for longer than 5 minutes so it is helpful to be guided to the appropriate section/time
* Please save the completed application form as ‘[your name]HDTHEATRE2018’ and send as an attachment to an email, together with supporting material. Send everything attached to one single email
* Application deadline: **Friday 10th November 2017, 11:59pm**

**Selection Process**

* Artists’ proposals will be reviewed on the following criteria :
* Quality and clarity of proposal
* Quality of prior work and track record, based on supporting material and work mentioned in application form
* The artistic quality and ambition of proposed work, judged in the context of evidence of previous work
* Proposal demonstrating the project has innovative aspects and/or will develop the applicant’s practice
* Feasibility of project based on track record and other information submitted, such as budget and costs
* A panel comprising members of the Hidden Door team alongside external invited experts will conduct selection.
* Successful applicants will be notified by email by 20th December
* Due to high levels of applications received, we will unfortunately not be able to give feedback on why a decision has been made.

**Fees & Budget**

* Hidden Door will pay basic project costs covering equipment hire and materials requirements. Theatre spaces will have a basic lighting rig, staging, PA system and an in-house technician. Hidden Door will source equipment on the company’s behalf and provide costs up to £500 if required.
* After selection each project will be discussed with the Hidden Door Team and a budget finalised. Each project’s budget will be discussed on a case by case basis. If a project will require more budget than £500 this can still be considered.
* Hidden Door reserves the right to not programme a selected work if a budget cannot be agreed.
* For certain, more expensive, items, Hidden Door reserves the right to source and pay for the material or cost itself in advance.  This will count towards the £500 project budget and will mean the artist is not kept out of pocket (see below)
* If project costs exceed £500, and/or Hidden Door cannot provide all the technical equipment required, the participating artist may need to meet additional costs or source equipment required themselves, or adjust their project so it can be realised with available resources as discussed with Hidden Door Team.
* An artist’s fee will not be provided for projects forming the Selected Theatre Programme

 • Any materials or equipment that the artist purchases for the project which the artist can reasonably be expected to make use of after the festival has ended will not be reimbursed, and will not be regarded as being covered by the £500 allowance.

 • Artists will be reimbursed after the festival after providing an itemised invoice and copy of receipts to Hidden Door.  Further details will be made available in the contract agreement issued to the artist prior to the festival. Hidden Door generates most of its revenue through ticket sales and bar sales and therefore needs to pay out to contributing artists after the festival.

 • If an artist should withdraw from the festival at any point prior to the start date, no expenses will be reimbursed.

**Get In & Strike**

* Participating companies and individuals will be responsible for organising the get in and get out of all set and materials for their production and should be available for a sufficient number of days between 12th – 25th May to visit the site and iron out any issues that may have come up in rehearsal. We ask companies to be available after their show comes down to strike all set and be available to help other companies with their set where necessary. We also ask for a member of your company to be available from the 4th-6th June to assist in the general take down of the theatre spaces.
* There will be limited time before your show for rehearsal and run-throughs. The tech installation is only finalised 1 day or so before the festival opens so please bear this in mind when planning your production.
* Participating artists will have full access to the site from 12th May – 9th June.
* During these dates the site will be accessible from 10am - 10pm. (These exact dates/times may be subject to alteration, but as much notice as possible will be given).

**Site Specific/Perambulatory Work**

* Because Hidden Door is currently in the process of looking at various options for the site for Hidden Door 2018, we would encourage applicants to submit a proposal that is flexible enough that it could potentially work in a variety of spaces, but also to check our website and social media regularly for updates as more information may become available before the application deadline pertaining to the space we will be using.
* If you have already submitted a proposal and more information is released that means that you would like to resubmit your proposal, you are able to submit a second, amended, or different proposal.

**Being Part of the Event**

* As part of the Hidden Door programme, participating artists will be featured on the Hidden Door website, print publications, and Hidden Door social media. Artists will be invited to participate in and help with Hidden Door promotion campaigns, sharing social media content, and helping with general publicity where they can.
* Participating artists will receive a full access pass to the entire festival as well as guest list passes and discount codes that will be confirmed closer to the festival.

**See FAQ section of the Hidden Door website for more answers to questions you may have:** [**http://hiddendoorblog.org/about/faqs/**](http://hiddendoorblog.org/about/faqs/)